

4 April 1958

PREPARATION OF ORR SUBJECT-COUNTRY COLLECTION
GUIDES (SCG)

BACKGROUND

1. The need for intelligence collection guidance in the form of concise statements defining ORR's current gaps in intelligence in specific aspects of the economies of the Sino-Soviet Bloc countries was brought to the attention of ██████████ Chief H/WF, during his visit ██████████ in the Spring of 1957.

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2. Convinced that such statements would provide non-specialized case officers with valuable assistance in directing more meaningful inquiries to knowledgeable sources, ██████████ had his branch prepare a sample guide on the nonferrous metals and minerals industry of Poland.

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3. This guide (Tab A) presents a general introductory section on the Polish nonferrous metals and minerals industry as well as specific background statements and questions on each of the important nonferrous metals found there.

4. St/I/R assigned an RD-C number to the guide and served it on the DD/P. Simultaneously, it was served on OO/C, FDD, FSD, Air Force, Army and Navy. Copies were submitted through the Department of State to their economic reporting officers in Warsaw.

5. The DD/P transmitted the guide to their field stations as an IG (Intelligence Guide) and, in addition, passed it with ORR concurrence to all liaison services with a reporting potential.

6. Subsequently this guide on the Polish nonferrous metals industry was followed by similar guides on this industry in Albania, Communist China and Czechoslovakia. These were served on the DD/P and other collectors in the same way as that described in paragraphs 4 and 5.

7. Reaction to these guides has been very favorable. A DD/P returnee from ██████████ where he was Chief Reports and Requirements Officer ██████████ considers them quite valuable in providing case officers with important background material and interrogation guidance, and at the same time, in giving the field a better understanding of the full scope and significance of ORR's interests.

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8. A member of St/L/R who traveled [redacted] recently checked field reaction to the Polish nonferrous metals guide and reports that all bases favor the preparation of such guides on all subjects and for all countries. 25X1A6d
9. The DAD/RR on a recent trip [redacted] experienced favorable reaction on the part of DD/P field personnel to the nonferrous metals guide for Communist China.
10. State Department has transmitted the China nonferrous metals guide to posts at Tokyo, Kobe-Osaka, Nagoya and Hong Kong. The Department recommended that the Consulate General at Hong Kong correlate the questions in this guide with the existing requirements of the Comprehensive Economic Reporting Program (CERP) for Communist China.
11. OO/C has requested 75 copies of each guide for transmittal to their field offices and resident agencies.
12. Members of the area desks of DD/P value this type of guidance highly and anticipate extensive use of it in briefing reports and case officers here at headquarters as well as in the field. 25X1A6d
13. A recent substantive survey by the DD/P of formal requirements levied [redacted] cites these guides as requirements which provide adequate coverage of a subject. At the same time, this survey points up partial or total absence of adequate collection guidance on many aspects of the Bloc economy. 25X1A6d

RECOMMENDATION

1. To fill existing gaps in collection guidance and to insure that the current requirements of ORR are clearly and specifically defined for all collectors, it is recommended that guides similar to those prepared by the Nonferrous Metals Branch be written by all branches of ORR for all Sino-Soviet Bloc countries.
2. To be most valuable, each guide should cover only a single aspect of the economy of a particular country. Subjects which embrace the entire Bloc (CEMA, for example) may be prepared on a Bloc-wide basis. (A short document is usually more effective.)
3. Each guide should contain sufficient background material on the particular subject to give the user some insight into the specialized field and thereby direct a more effective interrogation.

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4. The background should be followed by questions covering gaps in intelligence in the particular field. Questions should not be of the "basket type" but should state a general category of interest and then develop a line of questioning within that category. For example,

East German Chemical Industry

A. Capital Investments

1. Report gross investment funds allocated (planned and actual) to the chemical industry, both on an annual basis and for the Second Five-Year Plan.
 2. Provide a breakdown of investments by specific plants and by purpose, i.e., amount of investment for equipment (both initial and replacement), construction, modernization, automation, repair, housing for workers, etc.
 3. Report general condition of equipment in individual plants, frequency of maintenance and repair operations, and status of supply of spare and replacement parts.
 4. Report the availability of construction material and manpower for accomplishing the investment plans.
5. Questions should be arranged to show a priority of interest. Also, if some types of information are generally available in open material (publications), this should be indicated by an asterisk.
6. The preparation of guides to cover the interests of all ORR branches will require considerable time. It is suggested, therefore, that time for this be allocated in ERA (and GRA) planning and that an individual be assigned in the planning staffs to coordinate and schedule the preparation. It is hoped that once the basic guides are prepared, it will be possible to review them periodically (every six to twelve months) and that this review will require a minimum of time.
7. St/I/R requirements officers will lend all possible assistance in the preparation and coordination of the guides and will work with the analysts and the coordinator to insure that the finished product represents the most complete and the most useable statement of ORR's interests and requirements.
8. Some branches have already prepared requirements which are similar to the intelligence guides described above. These, of course, can be used and where necessary, revised and updated.

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9. In summary, finished intelligence collection guides will present a complete picture of ORR's gaps in intelligence to all collectors of information. They will not do away with ad hoc requests for follow up requirements for a specific source or with requirements generated by the ORR analyst which are based on specific reporting.
10. The guides will provide the collector with usable material to allow him to collect information in line with ORR needs and should obviate requests from collectors for a statement of interest in and preliminary questions for each and every source.
11. When disseminated in the field, the guides should rule out statements on the part of collectors to the effect that ORR interests are inadequately presented, out-of-date, incomplete, or indeed do not exist.

25X1A9a SC/1/R: [REDACTED] mgs/521 (2 April 1958)

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